

WASHINGTON STATE DEPARTMENT OF RETIREMENT SYSTEMS

PO Box 48380 Olympia Washington 98504-8380

Employer Information	System	Deferred Compensation Program
Reporting Group) Number:		Make address
Employer Organization Number:	899Z99 9999	Changes here and return to DRS
PAYROLL CONFIDENTIAL SOMEWHERE CITY OF 123 MAIN ST SOMEWHERE WA 98000-9090		

DRS Address

- * Mail deferral transmittal, payment, and payment advice to:

Department of Retirement Systems
 PO Box 9018
 Olympia WA 98507-9018

Employers should review the Deferral Amount Change Report and input deferral changes each pay period. Employee name and address changes and termination dates must be reported on the Transmittal Report. Call DCP whenever you have a question on how to report participant information..

Please submit payment with the Payment Advice and Transmittal Report on or within two days of pay day to support timely investment of employee deferrals.

Questions?

- * For more information about transmittal reporting, see your DRS EMPLOYER HANDBOOK.

- * For transmittal reporting questions, call:

DCP Accounting Services:
 or our 800 Number:

(360) 664-7111
 1 (800) 423-1524